

Office of State Uniform Payroll  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

July 22, 2016

OFFICE OF STATE UNIFORM PAYROLL MEMORANDUM #2017-05

TO: LaGov HCM Paid Agency Human Resources  
and Employee Administration Staff

FROM: Andrea P. Hubbard  
Director

SUBJECT: Calendar Year 2018 OSUP Pay Period Table & OSUP Calendar

Attached are the 2018 Office of State Uniform Payroll (OSUP) processing table & calendar which covers the payroll periods from January 2018 through December 2018 and includes the following information:

Table:

- a. Pay Period number
- b. Pay Period From & To dates
- c. Check Date
- d. Insurance Month  
**Note:** 03/30/2018 & 08/31/2018 check dates will be free of semi-monthly deductions.
- e. AFS Posting dates (regular payroll)  
**Note:** Check date 02/02/2018 will be posted to AFS in January (01/31/2018) and check date 03/02/2018 will be posted to AFS in February (02/28/2018). Check date 07/06/2018 will be posted to AFS on 07/05/2018 due to 07/04/2018 being a state holiday.

Calendar:

- a. Payday
- b. Pay Checks free of Semi-Monthly Deductions
- c. Pay Period End Dates
- d. State Holidays

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These documents, as well as calendars for prior years can be found at:

[http://www.doa.la.gov/Pages/osup/Payroll\\_Calendars.aspx](http://www.doa.la.gov/Pages/osup/Payroll_Calendars.aspx).

Postings for off-cycle payments are not included on the table since these postings may occur on a daily basis. Off-cycle payments will be posted in the evening on the next business day after the date of the payment.

Questions concerning the information on these attachments may be directed to a member of the OSUP Benefits and Financial Administration Unit at [\\_DOA-OSUP-BFA@la.gov](mailto:_DOA-OSUP-BFA@la.gov) or (225):

Brandy Boyd	342-5354	Kenya Warren	342-5357
Jessamye Charette	342-5344	Jodi Bullock	342-5345
Desiree Jefferson	342-5377		

APH/BPB:par

Attachments: [OSUP Pay Period Table \(2018\)](#)  
[OSUP Calendar \(2018\)](#)